



## DECK / PATIO COVER / ARBOR GUIDELINES & PERMIT Permit No. \_\_\_\_\_

### What Type of Decks and/or Patio Covers Require a Permit?

- Any deck that is 30" or more above the ground
- Exceeds 120 square feet (18.58 m<sup>2</sup>) in area
- Is attached to a dwelling
- Serves a required exit door
- Multi-Level Decks
- Existing slab/wood deck that is being covered with a structure
- Arbors

### Submit the Required Information: Drawings DO NOT need to be to scale but measurements must be accurate.

- Complete permit application
- A Site Plan showing all existing improvements & footprint of proposed NEW construction.
- Foundation Plan with details.
- Deck / Roof construction details including elevations.
- Window details for all windows imitate adjacent to all stairs and landings.
- Indicate how structure is to be anchored.
- Electrical details if applicable.
- Plumbing details if applicable.

### Inspections Required

1. Foundation /Pre-pour Inspection – Proper dowel rods and spacing, proper mesh or steel installed, proper width and slope, expansion material and spacing
2. Set Back Inspection-Locate and Expose the Property Iron Pins and install a string line to form an outline of where patio is to be constructed/placed on property. If existing property pins cannot be located, the property boundary must be established by measurement from existing benchmarks or by placement of new property marks through a registered survey. \*\*
3. Building Final Inspection – Property Iron Pins shall be left exposed for final inspection.

\*\*The Owner/Contractor is responsible to properly locate the property lines; locate pins on survey and assuring that the work is completed in compliance with applicable codes and ordinances. \*Engineer stamped plans may be required if deck height is over 6'.

\*If electrical or plumbing is part of project, additional permitting and inspections may apply.



## DECK / PATIO COVER / ARBOR GUIDELINES & PERMIT

Permit No. \_\_\_\_\_

Site Address	
Parcel#	
Property Owner	
Mailing Address	
Email	
Phone	

Contractor's Name	
Contracting Company	
Address	
Phone	
Email	

Description of Work	
Total Square Footage	

\*\*\*\*\*OWNER'S / REPRESENTATIVE'S SIGNATURE IS REQUIRED AT TIME OF SUBMITTAL\*\*\*\*\*

I hereby acknowledge that I am the owner (or authorized representative of the owner) of the above-referenced property. I agree to provide access and right of entry to Walla Walla County Community Development Department and its employees, representatives or agents for the sole purpose of application review and any required later inspections. Staff's access and right of entry will be assumed unless the applicant informs the Department in writing at the time of the application that he or she wants prior notice.

Time Limitation of Application: Per current IBC / IRC 105.3.2 an application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

By signing this application form, the owner/authorized representative attests that the information provided herein, and in any attachments, is true and correct to the best of his or her knowledge. Any material falsehood or any omission of a material fact made by the owner/authorized representative with respect to this application packet may result in this permit being null and void.

If I am signing as authorized representative, I certify under penalty of perjury that the owner(s) of the property have given me full authority to submit this application and act on the owner's behalf with regard to this application.

The above information, site plan, and drawings relating to the structure for which this application is submitted are correct and are an accurate representation of this project.

\_\_\_\_\_/\_\_\_\_\_  
Signature of property owner(s)/ or authorized representative for owner(s)      Date

\_\_\_\_\_/\_\_\_\_\_  
Signature of property owner(s)/ or authorized representative for owner(s)      Date